



**Governor's Advisory Council
To The Division of Developmental Disabilities**

October 19, 2017

1056 Governor's Avenue
Dover, DE

Council Members:

Terri Hancharick, Chair
Gail Womble, via Conference Call
Angie Sipple
Thomas Rust
Tim Brooks
Susan Pereira

Staff Members:

Rick Kosmalski
Jim Dickinson
Terry Macy

Guests Present:

TBD

Review of Previous Meeting Minutes

Council members reviewed and approved minutes from the July meeting and September retreat.

Old & New Business

FY 2018 Budget

Rebecca led the budget discussion, beginning with information about the budget hearing date and time. Budget hearings are scheduled for November 2, 2017 at 9:00 a.m. in the Senate chambers for all of DHSS. Secretary Walker will speak on behalf of the entire department.

Budget requests for DDDS were formally submitted from the department to OMB. The division has requested \$9.3 million as coverage for two years. This money includes coverage for special school graduates entering the system and up to 75 community or residential placements. DDDS was not able to request additional new funds for this budget. In addition, DHSS is in the process of redistributing personnel dollars. DDDS is currently releasing surplus personnel dollars as these funds are not tied to specific positions and historically are not used for any other purpose. DDDS is also releasing casual seasonal positions that have not been filled in two or more years as part of the department clean-up of unused casual seasonal positions. DDDS will still have the capacity to hire for casual seasonal positions outside of those already filled. The division is working with the Department to identify their needs and work within their means to support the division and department while still advocating for DDDS.

DDDS will receive \$500,000 in tobacco funds for autism supports that currently exist within the Office of the Secretary. Support for the Delaware Network for Excellence in Autism will transfer to DDDS with the new budget.

Staffing Update

Rick led the staffing update with information on the DDDS Division Director and Deputy Director positions. Closing deadline for the Division Director posting is 10/20/17 and 10/27/17 for the Deputy Director position. The division will contribute to the vetting process for the Director role and has already assisted with writing the overview for the position.

Members led additional discussions expressing the need to address better pay for state employees and contracted workers such as Columbus Community Navigators in the future.

Service Integrity & Enhancement (SIE)

Jim provided an update for members on probation statuses and processes. There are currently two providers on probation. The division will engage in the probation process for 3-6 months depending on how fast corrections take place.

Providers are placed on probation after three or more verified PM46 violations within a 90-day period. Each verified PM46 results in a quality improvement plan for the provider. SIE has recently completed an analysis of all data accessible to DDDS and identified several providers who were well in excess of the current standard. The division is now analyzing the seriousness of the events and determining which providers need to go on probation. Once this process is completed, providers receive notification of their probation status and cause, an official letter from the division, and a meeting with DDDS. Providers may not accept new referrals while on probation.

The first instance of probation can last up to six months. DDDS has the option of shortening the probation period if the provider puts in place an appropriate quality improvement plan and/or smart goals. If a provider has not implemented appropriate changes, the division has the authority to extend the probation period for an additional six months. At the end of this period (one year), if repeated PM46 violations continue, DDDS has the option of terminating the contract with the provider. During the probation period, residents who feel unsafe or uncomfortable with the providers care are moved by DDDS to a new provider as quickly as possible.

Members asked if information about PM46 violations are accessible as public information. Probation status can currently be determined by viewing the providers "not accepting referrals" on the DDDS website. Legal guardians are notified of PM46 violations with limited details in adherence to current laws.

Closing conversation included discussions about advocacy and the importance of finding ways to include parents and guardians in this process. DDDS expressed the importance of involvement in the life course initiative to create a joint effort of individuals and families working together.

SIE also provided an update on the development of their new data system. A 2-3 day meeting has been scheduled to review the final draft of design documents. These documents will guide progress forward in the development of the new system.

Census Report

Jim shared the newest version of the census report. The division asked members to share thoughts about how they would like to receive census information in the future. Various members expressed approval of

the quick view provided on the front page and chart included on the last page of current census reports. Members also requested additional information about nursing homes and the criteria individuals must meet before entering a nursing home setting. In response, the division discussed the possibility of creating an online educational resource about the PASAR and process.

Assessing the Past – Assuring the Future Data Report

Rick provided a brief overview of the data report for council members. The current report addresses issues such as rising healthcare costs, the aging population in Delaware, and how the division supports individuals in the future. Due to the large size of the report, the Executive Summary portion will be emailed to members for review.

Future Meetings

FY 2018 Governor's Advisory Council meetings will occur the third Thursday of the month at 11:00 a.m.

January 18, 2018	11:00 a.m. – 1:00 p.m.
February 15, 2018	11:00 a.m. – 1:00 p.m.
March 15, 2018	11:00 a.m. – 1:00 p.m.
April 19, 2018	11:00 a.m. – 1:00 p.m.
May 17, 2018	11:00 a.m. – 1:00 p.m.
June 21, 2018	11:00 a.m. – 1:00 p.m.